

Pat Quinn  
Governor




Richard H. Calica  
Acting Director

## Illinois Department of Children & Family Services

### INFORMATION TRANSMITTAL

DATE: January 10, 2012

TO: Rules and Procedures Bookholders and Permanency Staff

FROM: Richard H. Calica, Acting Director 

SUBJECT: 2012 Department of Children and Family Services (DCFS) Scholarship Program

**LAST DATE SCHOLARSHIP APPLICATIONS WILL BE ACCEPTED: MARCH 31, 2012**  
**ANNOUNCEMENT OF SCHOLARSHIP AWARDS: MAY 1, 2012**

The purpose of this information transmittal is to announce the Department is currently accepting applications for the 2012 Department of Children and Family Services Scholarship Program.

The DCFS Scholarship Program provides a maximum of 48 scholarships each year; four of which are awarded to children of veterans; to youth the Department has court-ordered legal responsibility for, youth who aged out of the Department's care at age 18 or older, youth that the Department had legal responsibility for prior to the youth's adoption being finalized, or youth that are in the Subsidized Guardianship or KinGap Program. Scholarship recipients receive up to four consecutive years of tuition and academic fee waivers to be used at participating Illinois state community colleges and universities, a monthly stipend and a medical card. Youth that graduated from high school in previous years or youth that are currently enrolled in college are eligible to apply for the Department scholarship.

### BENEFITS

Scholarship recipients will receive a waiver of tuition and mandatory fees if they attend their local Illinois state community college or any of the following Illinois state universities and if the student does not have a tuition and fee scholarship from another source.

Chicago State University  
Western Illinois University  
University of Illinois

Eastern Illinois University  
Illinois State University  
Southern Illinois University

Governors State University  
Northeastern Illinois University  
Northern Illinois University

**Note: Tuition and fee waivers are provided only to scholarship recipients that attend an Illinois state community college or university. Scholarship recipients that attend private Illinois or out-of-state colleges or universities do not receive tuition and fee waivers.**



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All scholarship recipients receive a monthly grant of \$471 regardless of whether they attend an Illinois state community college or university. The grant is effective the first day of school and will terminate at the end of the academic year unless the recipient attends summer school and maintains an academic load of six credit hours or participates in a college or university approved summer internship program. Youth that choose not to attend summer school or participate in an approved internship program will continue to receive their grant payments through the summer months if the Department has guardianship of the youth or the Department's guardianship of the youth was terminated at age 21 after the youth entered the scholarship program, are registered to attend a post-secondary program for the upcoming fall semester, earned a minimum of a 2.0 GPA for the previous spring semester, and the youth is in compliance with all other requirements of the Scholarship program.

**Scholarships DO NOT cover room, board, dormitory fees, other non-academic fees or college/university fines.** Students are **STRONGLY** encouraged to use their monthly grant in combination with other scholarships, grants, benefits or loans to pay these expenses. Information concerning any of the following sources of educational funding may be obtained from high school counselors or college/university financial aid officers.

Pell or MAP Grants

Student loans

Basic Education Grant

Supplemental Education Grant

Work Study

Illinois State Scholarship Commission Grants

National Defense Student Loans

Social Security

Veteran's Benefits

### **Eligibility Requirements**

Department scholarship applicants must:

- Be at least 16 years of age and under 21 years of age on the scholarship application deadline date of March 31, 2012.
- Have earned a high school diploma from an accredited institution, or a General Education Development (GED) certificate/diploma, or met the state criteria for high school graduation by the end of the school year in which he or she applies for a DCFS scholarship.
- The Department must have court-ordered legal guardianship for the applicant, the applicant must have aged out of the Department's care at age 18 or older, the Department must have had legal guardianship for the applicant prior to the adoption being finalized, or the applicant must be in the Subsidized Guardianship or KinGap Program.

### **Application**

Scholarship applicants are required to submit their applications to the Office of Education and Transition Services (OETS) **no later than March 31, 2012**. Applications postmarked after that date will not be eligible for consideration. Incomplete applications will be ineligible for consideration and will be returned to the applicant. If time permits, the applicant can resubmit the complete application packet. Applications submitted by facsimile will be ineligible for consideration.

It is mandatory that scholarship application packet contain the following documents. All documents must come together in one package.

- A completed **CFS-438, DCFS Scholarship Program Student Application**;
- The applicant's transcript of high school grades or copy of GED;
- The applicant's ACT or SAT test scores (attach a copy of the score report);
- College transcript (if attending college);
- Three letters of recommendation from persons unrelated to the applicant.

Note: Documentation of the applicant's legal relationship with the Department must be attached to the application to expedite confirmation of this eligibility requirement.

The **CFS-438, DCFS Scholarship Program Student Application**, may be obtained from:

- Any Department Regional office;
- The Department website at [www.state.il.us/dcfs](http://www.state.il.us/dcfs) (Click on "forms" at the left side of the screen);
- The Department's Youth In Care website at [www.youthincare.illinois.gov](http://www.youthincare.illinois.gov) (Click on "Education" page, then "Youth in Scholarship");
- The Department Intranet site (Click on resource link, download and then CFS forms); or
- Telephone 217 557-2689 (Springfield) or 312 814-5959 (Chicago)

**Send completed scholarship applications to:**

Office of Education and Transition Services  
Attn: DCFS Scholarship Program  
Department of Children and Family Services  
406 E Monroe, Station #22  
Springfield, IL 62701

**Selection of Scholarship Recipients**

Applicants that do not meet the eligibility criteria for the scholarship program or do not meet the application deadline will not be considered. Scholarship recipients will be selected on the basis of their scholastic record and aptitude, community and extracurricular activities and interests in higher education. The Scholarship Awards Selection Committee will meet in April to select the scholarship recipients for the year 2012. Applicants will be notified by mail of the committee's decisions by May 1, 2012.

**2012 Scholarship Awards Selection Committee**

- Deputy Director, Division of Field Operations
- Deputy Director, Division of Placement/Permanency
- Deputy Director, Division of Service Intervention
- Deputy Director, Division of Child Protection
- Deputy Director, Division of Monitoring/Quality Assurance
- Deputy Director, Division of Communications
- Deputy Director, Division of Guardianship and Advocacy
- Deputy Director, Division of Budget and Finance
- Deputy Director, Division of Clinical Practice
- Deputy Director, Division of Support Services
- Deputy Director, Division of Affirmative Action
- Deputy Director, Office of Legislative Affairs
- Deputy Director, Office of General Counsel
- DCFS Regional Administrators
- Director's Office Representative
- Chairperson, Child Welfare Advisory Committee
- Chairperson, Child Care Association of Illinois
- Chairperson, Illinois Adoption Advisory Council
- Chairperson, Statewide Foster Care Advisory Council
- Representative of the Walter & Connie Payton Foundation

## **Living Arrangements for Scholarship Recipients Under the Department's Care**

Permanency workers for scholarship recipients shall establish a living arrangement plan with their scholarship students prior to the beginning of the school year. Scholarship recipients may not live in a Department funded placement while receiving monthly grant payments under the Scholarship Program. However, Department funded placements may be available to the youth under DCFS guardianship during extended academic breaks and summers. Youth also have the option of remaining in their current paid placement and not receive the monthly Scholarship grant payments. Youth in DCFS care may also participate in the Employment Incentive Program or be involved with an internship program during the summer.

### **Questions**

Questions concerning the Department of Children and Family Services Scholarship Program may be directed to either of the following OETS offices.

Springfield 217-557-2689

Chicago 312-814-5959

Please share the attached scholarship program information sheet with all potential scholarship applicants.

Pat Quinn  
Governor



Richard H. Calica  
Acting Director

## Illinois Department of Children & Family Services

DATE: January 10, 2012

TO: Scholarship Applicants

FROM: DCFS Office of Education and Transition Services

SUBJECT: 2012 DCFS Scholarship Application Process

Thank you for your interest in the annual Department of Children and Family Services (DCFS) Scholarship Program. Enclosed you will find the application you need to apply for this merit-based scholarship. Please note that even if you are currently enrolled in college we still need a copy of your high school transcript as well as verification of your ACT/SAT scores. We encourage you to also include your college transcripts if applicable.

Every year DCFS awards 48 scholarships that include a full tuition waiver to a state-supported public school in Illinois (in-district community college or state university). Last year there were 295 applicants. For that reason, we strongly urge you to look into other forms of financial assistance for college. If you have not already completed the Free Application for Federal Student Assistance (FAFSA), you should do so as soon as possible. It is through that application process that you are able to get grant assistance, such as the Illinois MAP grant or the federal Pell grant. You are also encouraged to explore websites, such as [www.collegezone.com](http://www.collegezone.com) or [www.orphan.org](http://www.orphan.org) where you may find other scholarship or grant programs that you can apply for.

We would also like to offer just a couple of helpful hints as you complete your scholarship application packet:

1. Be sure to proofread your essay. There are some things that “spellcheck” just will not catch, so be sure to proofread it yourself, as well as asking someone else to do the same. The essay should emphasize your perseverance to excel, obstacles you have overcome in order to do so, and how you will use this scholarship to its fullest benefit to successfully earn a post secondary degree.
2. Your three letters of reference should come from individuals who know you well and can address your accomplishments as well as your potential for success.
3. Your complete application packet must be postmarked by 5:00 pm on March 31, 2012. The packet must include the application (completely filled out and be sure to sign it), your essay, high school transcript, college transcript (if applicable), verification of your ACT or SAT scores, three letters of recommendation, and verification of your relationship with the Department of Children and Family Services. If any of these items are missing, your application will not be scored and will be returned to you.



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State of Illinois  
Department of Children and Family Services  
**SCHOLARSHIP PROGRAM STUDENT APPLICATION**  
**Youth Must Complete Application**

Date of Application \_\_\_\_\_

Name \_\_\_\_\_ Age \_\_\_\_\_ Date of Birth \_\_\_\_\_  
(Last) (First) (Middle)

Address \_\_\_\_\_ Soc. Sec. No. \_\_\_\_\_  
(Number) (Street) (Apt. No.)

\_\_\_\_\_ Phone \_\_\_\_/\_\_\_\_-\_\_\_\_\_  
(City) (State) (Zip Code)

DCFS Case ID Number \_\_\_\_\_ Adopted: ☐ Yes: Year \_\_\_\_\_ ☐ No  
(If applicable)

Subsidized Guardianship/KinGap: ☐ Yes: Year \_\_\_\_\_ ☐ No

Is either of your parents a veteran of the US Armed Forces? ☐ Yes ☐ No

DCFS Caseworker (If applicable) \_\_\_\_\_ Phone \_\_\_\_/\_\_\_\_-\_\_\_\_

Region \_\_\_\_\_ Field Office \_\_\_\_\_

Private Agency Caseworker (If applicable) \_\_\_\_\_

Phone \_\_\_\_/\_\_\_\_-\_\_\_\_

**APPLICANT CHECKLIST**

**Before mailing please ensure the following MANDATORY ITEMS are included. All documents must be sent in together, do not send as separate pieces or from different sources.**

☐ Scholarship Application (CFS 438); Including Typed Personal Essay

☐ Documentation of legal relationship with the Department

☐ Social Security Number

☐ ACT/SAT Test Score Report, if applicable

☐ High School Transcript or GED Test Score Report

☐ College Transcript (if attending college)

☐ Three Letters of Reference

It is recommended that the application be typed.

**Applications must be POST MARKED by March 31<sup>st</sup>. ALL ITEMS LISTED ABOVE MUST BE INCLUDED FOR THE PACKET to be eligible for consideration. Mail the complete packet to: DCFS Scholarship Program, 406 E. Monroe, Station #22, Springfield, IL 62701.**

## **ACADEMIC HISTORY**

Graduation date \_\_\_\_\_

Grade point average \_\_\_\_\_ out of \_\_\_\_\_ point system

Class rank \_\_\_\_\_ out of \_\_\_\_\_

Currently attending college? ☐ Yes ☐ No

Have you made application to any school or organization for a scholarship? ☐ Yes ☐ No

If yes, list the name and address of the school(s) and/or organization(s) you have applied to.

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Have you been awarded a scholarship? ☐ Yes ☐ No

If yes, list the name and address of the school or organization that has awarded you the scholarship.

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What is the cash value of the scholarship? \$\_\_\_\_\_

The scholarship will be used for: ☐ Tuition ☐ Fees ☐ Living Expenses

Other (please identify) \_\_\_\_\_

List and explain any employment and/or volunteer experiences you have had.

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If you receive a DCFS scholarship you will be expected to meet expenses not covered by the scholarship. Use the categories listed below to explain your plan for meeting those expenses.

Savings \$ \_\_\_\_\_

Assistance (Parents)

Assistance (Organizations) \_\_\_\_\_

### Summer earnings

Other \_\_\_\_\_

Total \$

List the colleges and/or universities that you have applied to and identify the status of your application:  
(Circle One)

	Accepted	Not Accepted	No Response
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	Accepted	Not Accepted	No Response
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	Accepted	Not Accepted	No Response
_____			

	Accepted	Not Accepted	No Response
_____			

What academic area do you plan to major in (e.g. chemistry, mathematics, English, etc.)?

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List any honors or special recognitions that you have earned or received and explain.

[illegible]

List and explain any high school activities and/or college activities that you have participated in (e.g., clubs, sports, student council, etc.).

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Attach a typed, personal essay explaining why you want to attend college and why you should receive a DCFS scholarship. The essay should emphasize the perseverance to excel, obstacles you have overcome in order to do so, and how you will use this scholarship to its fullest benefit to successfully earn a post secondary degree.

**YOU ARE REQUIRED TO SUBMIT THREE RECOMMENDATIONS WITH YOUR APPLICATION.**

Persons that you should consider asking to write you a letter recommendation include your teachers; counselor and employer. They should be individuals who know you and can write about your personal character and strengths. The letters of recommendation should be addressed to the DCFS Scholarship Committee and provide a brief description of your personal strengths, academic abilities and/or work performance.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**NOTE: Please review the APPLICATION CHECKLIST on page 1 to ensure you are including ALL required documents/information. ALL INFORMATION MUST BE INCLUDED IN ORDER TO BE ELIGIBLE FOR CONSIDERATION.**